

# Training Summary

WAC 296-832-200

## YOUR RESPONSIBILITY:

To make sure all employees receive crime prevention training as part of your accident prevention program.

### You must

Provide crime prevention training to your employees  
WAC 296-832-20005 ..... Page 200-2

Provide crime prevention retraining to your employees annually  
WAC 296-832-20010 ..... Page 200-4

Training



# Training

WAC 296-832-200

## Rule

### WAC 296-832-20005

#### Provide crime prevention training to your employees



##### Note:

These training requirements apply only to employees working any time during the hours of 11:00 p.m. to 6:00 a.m. This training must be conducted prior to the employee working this time period.

#### You must

- Provide crime prevention training as part of your accident prevention program.
  - Make sure you have instructed your employees on the purpose and function of robbery and violence prevention to provide them with the knowledge and skills required to maintain their personal safety.
- Provide training and training materials that outline your company's:
  - Security policies
  - Safety and security procedures
  - Personal safety and crime prevention techniques.

—Continued—



# Training Rule

WAC 296-832-200

## WAC 296-832-20005 (Continued)

### You must

- Provide formal instruction about crime prevention through a training seminar or training video presentation that includes these topics:
  - How keeping the store clean, neat, and uncluttered discourages potential robbers
  - Why the cash register should be kept in plain view from outside the store, if your store layout allows
  - Reasons for operating your business with only a minimum number of cash registers at night
  - Reasons for keeping cash register funds to a minimum
  - How to take extra precautions after dark such as ways to keep alert, making sure appropriate lights are on, inspecting dark corners, and identifying possible hiding places for robbers
  - Violence prevention procedures in case of a robbery.



#### Note:

A short, informational video on this topic, "Is it Worth Your Life?", has been produced by the Department of Labor and Industries and is available to you. For information on how you can get a copy, please call the L&I Video Library at 1-800-574-9881, or visit the website at [www.lni.wa.gov/WISHA](http://www.lni.wa.gov/WISHA).

—Continued—

Training



# Training

WAC 296-832-200

## Rule

WAC 296-832-20005 (Continued)

You must

- Have employees sign a statement indicating the date, time, and place they received their crime prevention training.
- Keep a record of this information readily available for review when requested by the department of labor and industries.



Note:

Employers may keep electronic records of employee training and verification.

You must

- Have a videotape or other materials about crime prevention available to all employees at their request.

WAC 296-832-20010

Provide crime prevention retraining to your employees annually

You must

- Provide a refresher course in crime prevention training annually.

